



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF PROFESSIONAL LAND SURVEYORS

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MEETING MINUTES:	BOARD OF PROFESSIONAL LAND SURVEYORS
DATE AND TIME:	March 17, 2016 at 8:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware PSC Conference Room, first floor of the Cannon Building
APPROVED:	April 28, 2016

MEMBERS PRESENT

Franco R. Bellafante, Professional Member, Chair, Presiding
Charles Adams, Jr., Professional Member, Vice-Chair
James Bielicki, Jr., Professional Member
Carla Cassell-Carter, Public Member
Kelly Katz, Professional Member
Rhonda West, Public Member, Secretary

DIVISION STAFF

Meredith Hurley, Administrative Specialist II
Kevin Maloney, Deputy Attorney General

CALL TO ORDER

Mr. Bellafante called the meeting to order at 8:43 a.m.

Conduct Deliberations from Public Hearing Regarding Proposed Amendments to Board's Rules and Regulations

The Board held their deliberations from the January 21, 2016 public hearing regarding the proposed amendments to the board's rules and regulations. There were no additional comments received. Mr. Katz moved, seconded by Mr. Adams, to accept the proposed amendments as previously published. An Order will be presented to the Board for signatures during the next regularly scheduled meeting. The motion carried unanimously.

REVIEW AND APPROVAL OF MINUTES

Mr. Bielicki made a motion, seconded by Ms. West, to approve the February 18, 2016 meeting minutes as written. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Review of Audits

The Board determined the following licensees have met the requirements for the 2015 post renewal audit. Correspondence will be sent to notify these individuals.

Bunting, Madison J., Jr.
Young, George E., III
McKenna, Bruce R.

Continued Discussion of Plan Certification Notes

The Board engaged in a brief discussion regarding the Kent County requirements that Mr. Katz disseminated for review. This Board will continue their discussion during the next regularly scheduled meeting.

NEW BUSINESS

Ratification of Issuance of Land Surveying Certificate of Authorization

Mr. Katz made a motion, seconded by Mr. Adams, to ratify the certificate of authorization for Boundary Stone Associates, LLC. By unanimous vote, the motion carried.

Review of Applications for Licensure by Reciprocity

Mr. Bellafante made a motion, seconded by Ms. Cassell-Carter, to approve for licensure the applications of David Miller and Craig Black, contingent on a passing score of the Delaware Drainage and Jurisprudence exam. By unanimous vote, the motion carried.

Mr. Bellafante made a motion, seconded by Mr. Adams, to approve for licensure the application of Thomas Frazier. By unanimous vote, the motion carried.

CORRESPONDENCE

Letter from Mr. Michael Szymanski

The Board discussed Mr. Szymanski's suggested changes to the audit notification process and the continuing education portion of the rules and regulations. The Board agreed that the regulations do not clearly define the age cutoff for retirees. Mr. Maloney will draft potential language to address the issue for the Board to review at the next meeting.

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Temporary Permits

Ms. Hurley advised the Board that she received an inquiry regarding temporary licensure in Delaware. The Board advised Ms. Hurley that they do not issue temporary licenses, nor is there a provision for the issuance.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

Mr. Bellafante made a motion, seconded by Mr. Bielicki, to reschedule the next regularly scheduled meeting to April 28, 2016, at 8:30 a.m., contingent upon Board member and conference room availability. By unanimous vote, the motion carried.

ADJOURNMENT

There being no further business before the Board, Ms. West made a motion, seconded by Mr. Katz, to adjourn the meeting at 10:35 a.m. By unanimous vote, the motion carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Meredith Hurley". The script is cursive and fluid.

Meredith Hurley
Administrative Specialist II